

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Area Governance Manager: Shirley MacLeod



*Municipal Buildings, Albany Street, Oban, PA34 4AW
Tel: 01631 567945*

20 August 2015

NOTICE OF MEETING

A meeting of the **OBAN COMMON GOOD FUND** will be held in the **MUNICIPAL BUILDINGS, OBAN** on **THURSDAY, 27 AUGUST 2015** at **11:00 AM**, which you are requested to attend.

Shirley MacLeod
Area Governance Manager

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) OBAN COMMON GOOD FUND WORKSHOP - 21ST MAY 2015 (Pages 1 - 4)
 - (b) OBAN COMMON GOOD FUND MEETING - 21ST MAY 2015 (Pages 5 - 8)
- 4. UPDATE ON WORKSHOP**

Verbal update by Area Governance Manager
- 5. CORRESPONDENCE**
 - (a) GRAB TRUST (Pages 9 - 10)
- E1 6. ACTUAL INCOME EXPENDITURE REPORT**

Report by David MacGregor, Simmers & Co (Pages 11 - 14)
- E1 7. OUTSTANDING COMMITMENTS** (Pages 15 - 16)
- 8. NEW APPLICATIONS**
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- Application – pg 59
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- E1** **(d)** **LOCAL ORGANISING COMMITTEE - MOD NAISEANTA RIOGHAIL AN OBAIN**
- Application – pg 97
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- E1** **(e)** **OBAN TENNIS AND SQUASH CLUB**
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9. CONTINUED APPLICATIONS

- E1** **(a)** **SOROBA YOUNG FAMILY GROUP**
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Letter sent to SYFG on 25th May 2015 – pg 167
Letter received from SYFG on 20th August 2015 – pg 169

10. DATE OF NEXT MEETING

The next Oban Common Good Fund meeting will be held on Thursday 19th November at 10:30am in the Corran Halls, Oban.

The Committee will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an “E” on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

E1 Paragraph 6 Information relating to the financial or business affairs of any particular person (other than the authority).

OBAN COMMON GOOD FUND

Councillor Iain MacDonald
Councillor Neil MacIntyre
Shirley MacLeod

Councillor Alistair MacDougall
Councillor Elaine Robertson (Chair)

Contact: Danielle Finlay, Senior Area Committee Assistant - 01631 567945

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**MINUTES of WORKSHOP of OBAN COMMON GOOD FUND held in the CORRAN HALLS,
OBAN
on THURSDAY, 21 MAY 2015**

Present: Councillor Elaine Robertson (Chair)

Councillor Neil MacIntyre Councillor Iain A MacDonald

Attending: Charles Reppke, Head of Governance and Law
Shirley MacLeod, Area Governance Manager
Graeme Forrester, Area Committee Manager
Shona Barton, Area Committee Manager
Marri Malloy, Chair of Oban Community Council
Dugald Cameron, Church of Scotland

The Chair ruled and the Trustees agreed to adjourn the workshop at 1:30pm and reconvene at 2pm as two members of the Fund were attending a funeral. The workshop reconvened at 2pm.

The Chair ruled and the Trustees agreed to adjourn the workshop at 3pm and to reconvene the workshop at 3:01pm.

The Chair thanked Dugald Cameron from the Church of Scotland for his kind letter which he submitted to the Oban Times following the incorrect article which was published following the previous meeting in March.

1. REVIEW THE APPLICATION CRITERIA

The Trustees had a discussion on the current application criteria.

Councillor Neil MacIntyre suggested that something be put in place to stop applicants applying to the Oban Common Good Fund for large amounts of money.

The Chair raised a number of points in relation to the criteria. She asked why the people of Kerrera could not apply to the Common Good Fund. The Head of Governance and Law advised that Kerrera is not included in the burgh of Oban. The burgh of Oban is within the 30mph limits.

The Chair felt that the term “fund of last resort” was not an appropriate term for the fund and the Head of Governance and Law suggested that applications for smaller grants would not be the fund of last resort.

The Trustees had a discussion in regard to the End of Project Monitoring reports and applications and suggested it would be a good idea to have a model template for these documents to help applicants complete them and give them the best chance of being considered by the Trustees.

Actions

It was agreed that paragraph 2 of the criteria would now read:-

“The Oban Common Good Fund is an alternative to mainstream Council Grants Schemes and normally applications to the Fund will only be considered once other sources of funding (where applicable) have been applied for and determined”.

It was agreed that a model template completed application form and the End of Project Monitoring report and application be developed for issue to new applicants to assist them with understanding what is required.

2. REVIEW THE DISTRIBUTION POLICY

The Trustees had a discussion on the current distribution policy which they were all happy with.

Actions

It was agreed that the Distribution Policy includes the following:-

“The Trustees particularly welcome funds of up to £1,000 to smaller groups”.

3. CAPITALISATION ON INTEREST- DISCUSSION ON HOW OFTEN THIS IS TO BE INCLUDED IN THE FINANCIAL UPDATE TO MEETINGS

Andy Newiss from R A Clements gave an update to the Trustees on the capitalisation on interest and other useful financial elements.

Councillor Neil MacIntyre suggested a breakdown of how funds are performing be brought to each meeting for Trustees information.

Actions

The Head of Governance and Law agreed to speak to Peter Cupples in Finance and arrange for quarterly reports to come to the Common Good Fund on how the funds are performing.

4. DECLARATIONS OF INTEREST/CONFLICTS OF INTEREST

The Head of Governance and Law confirmed that Observers, Trustees and employees of the Council should intimate a declaration of interest at each meeting.

5. CONFIDENTIALITY OF MATTERS DISCUSSED AT MEETINGS & MECHANISMS FOR RELAYING DECISION MADE BY THE FUND TO APPLICANTS

The Chair asked that an email address/phone number be put on the application form so that the decision from the meeting can be passed to

the applicant as soon as possible following the decision.

A problem arose following the March when the press interest in the decisions resulted in adverse publicity which could have been avoided if the applicants had been notified following the meeting.

It was suggested that when acknowledging each application, we could advise them that we will be in touch with the decision a couple of days after the meeting. The Head of Governance and Law suggested that we schedule the Common Good Fund meetings in the morning so that we can respond to applicants in the afternoon.

Councillor Iain MacDonald suggested that we put information on the Council's media page detailing the applicants who were given a grant.

It was suggested that financial details pertaining to the grant awarded be submitted with the End of Project Monitoring form. If we don't receive this information we could then reclaim the grant.

6. DISCUSSION ON IMPROVEMENT TO THE COMMON GOOD FUND LOGO

The Chair confirmed that she is happy with the logo but felt a bit more detail could be added.

It was suggested that the Oban colours of black, white and yellow be included in the logo to give it a bit of colour. The Head of Governance and Law suggested that stickers can be made to advertise the logo.

The Trustees came up with wording for the logo which reads:-

"Investing in our community for over 100 years".

Actions

It was agreed that the new Members Services Manager look into a digital version of the new logo and bring it back to the Trustees for agreement.

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**MINUTES of MEETING of OBAN COMMON GOOD FUND held in the CORRAN HALLS, OBAN
on THURSDAY, 21 MAY 2015**

Present: Councillor Elaine Robertson (Chair)
Councillor Neil MacIntyre Councillor Iain A MacDonald

Attending: Charles Reppke, Head of Governance and Law
Shirley MacLeod, Area Governance Manager
Andy Newiss, R A Clement Associates
Marri Malloy, Chair of Oban Community Council
Dugald Cameron, Church of Scotland

1. APOLOGIES

Apologies were received from Councillor Alistair MacDougall.

The Chair ruled and the Trustees agreed to adjourn the meeting at 3pm and reconvene at 3:15pm to allow the Oban Common Good Fund Workshop to be completed. The meeting reconvened at 3:15pm.

2. DECLARATIONS OF INTEREST

Marri Malloy confirmed that in relation to item 8(b) of this Minute, she was involved in writing the constitution for the Soroba Young Families Group in 2005 where her name is printed, but since then has had no involvement with the Group. She left the room and took no part in the discussion of this item.

Andy Newiss declared a non financial interest in item 8(b) Soroba Young Family Group as he is a Director on the Board of Atlantis.

3. MINUTES

The Minutes of the previous Oban Common Good Fund held on 20th March 2015 were approved as a correct record.

In relation to item 3(a) of the previous Minute, the Area Governance Manager confirmed that Soroba Young Family Group had sent their amended application to her in December but unfortunately the Council's firewall blocked the email so the application was never received. Since then the Senior Area Committee Assistant contacted Soroba Young Family Group and a further application has been submitted.

4. CORRESPONDENCE

(a) OBAN GAELIC CHOIR

The Trustees received a thank you letter from Oban Gaelic Choir for

the award that the Oban Common Good Fund gave them for their trip to Ireland this month.

Decision

The Trustees noted the information contained in the letter.

(b) OBAN FENCING CLUB

The Trustees received a thank you letter from Oban Fencing Club for the award that the Oban Common Good Fund gave them for new electrical equipment to allow them to compete in competitions.

Decision

The Trustees noted the information contained in the letter.

(c) OBAN HIGH SCHOOL - LAURINBURG EXCHANGE 2015

The Trustees received a letter from Oban High School, inviting them to a race night to raise money for the Laurinburg Exchange trip. Unfortunately this invitation was received after the race night. The exchange trip is scheduled for 11th June.

Decision

The Trustees noted the information contained in the letter.

5. END OF PROJECT MONITORING FORMS

(a) HOPE 2 OBAN

The Trustees received an End of Project Monitoring report from Hope 2 Oban.

Decision

The Trustees noted the information contained in the report.

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

6. ACTUAL INCOME EXPENDITURE REPORT

A financial statement detailing the current position of investment transaction for the period 1st April 2015 to 21st May 2015 was considered.

Decision

The Trustees noted the information provided.

(Ref: Financial Statement by Andy Newiss, R A Clement Associates dated 21st May 2015, submitted).

7. OUTSTANDING COMMITMENTS

The Trustees noted the outstanding commitments to date and noted that there are no outstanding commitments to the Oban Common Good Fund.

8. CONTINUED APPLICATIONS

(a) APPLICATION SUMMARY

The Trustees noted the application summary for continued and new applications.

Marri Malloy, having declared a non financial interest in item 8(b), left the room and took no part in the discussion on this item.

Andy Newiss, having declared a non financial interest in item 8(b), stayed in the room and took no part in the discussion of this item.

(b) SOROBA YOUNG FAMILY GROUP

The Trustees considered an amended application from Soroba Young Family Group.

Decision

The Trustees agreed to write to Soroba Young Family Group requesting more information about the project.

Marri Malloy returned to the meeting.

9. NEW APPLICATIONS

(a) THE GRAB TRUST LTD

The Trustees considered an application from the Grab Trust Ltd.

Decision

The Trustees agreed to disperse £3,000.

(b) SKERRYVORE (DECADE EVENTS LLP)

The Trustees considered an application from Skerryvore (Decade Events LLP).

Decision

The Trustees agreed to disperse £3,000 to support young people in the town and to assist the event in its first year in the hope that it will be repeated in future years as a purely commercial enterprise.

10. DATE OF NEXT MEETING

The next Oban Common Good Fund meeting is scheduled for Friday 21st August 2015 at 10:30am in the Corran Halls, Oban.



The GRAB Trust
c/o Argyll & Bute Council
Kilmory
Lochgilphead
Argyll
PA31 8RT
Tel 01546 604227
www.grab.org.uk

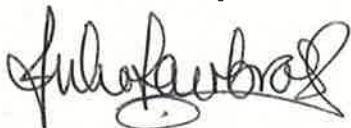
17 June 2015

The Area Governance Manager
Oban Common Good Fund
c/o Municipal Buildings
Albany Street
Oban
PA34 4AW

Dear Sir

On behalf of The GRAB Trust, I would like to thank you for the grant of £3,000 awarded to us to help purchase a replacement van for use at the Lorn & Oban Re-use Initiative (LORI) based at the Moleigh Recycling Site, Oban.

Yours sincerely



Julie Fairbrass
Project Manager

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**NOT FOR PUBLICATION by virtue of paragraph(s) 6
of Schedule 7A of the Local Government(Scotland) Act 1973**

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